

FORM 'O'**[See rule 39]****ANNUAL STATEMENT OF ACCOUNTS****Receipts and Payments Account**

For the year ended _____

(In Rupees)

A/c Code	Receipts	Current year	Previous Year	A/c Code	Payments	Current year	Previous year
		As on	As on			As on	As on
1.	To Balance Brought down:			13.	By Chairperson and Members:		
1.1.	To Bank			13.1.	By Pay and Allowances		
1.2.	To Cash in hand			13.2.	By Other benefits		
2.	To Fee, Charges and Fine:			13.3.	By Travelling expenses:		
2.1.	To Fees			13.3.1	By Overseas		
2.2.	To Charges			13.3.2	By Domestic		
2.3.	To Fines			14.	By Officers:		
2.4.	To Others (specify)			14.1.	By Pay and Allowances		
3.	To Grants:			14.2.	By Retirement benefits		
3.1.	To Accounts with Government			14.3.	By Other benefits		
3.2.	To Others (specify)			14.4.	By Travelling expenses:		
4.	To Gifts			14.4.1	By Overseas		
5.	To Seminars and Conferences			14.4.2	By Domestic		
6.	To Sale of Publications			15.	By Staff:		
7.	To Income on investments and Deposits :			15.1.	By Pay and Allowances		
7.1.	To Income on investments			15.2.	By Retirement benefits		
7.2.	To Income on Deposits			15.3.	By Other benefits		
8.	To Loans:			15.4.	By Travelling expenses:		
8.1.	To Government			15.4.1.	By Overseas		

8.2.	To Others (specify)			15.4. 2	By Domestic		
9.	To Sale of Assets			16.	By Hire of Conveyance		
10.	To Sale on Investments			17.	By Wages		
11.	To Recoveries from pay bills			18.	By Overtime		
11.1	To Loans and Advances Principal Amount			19.	By Honorarium		
11.2	To Interest on Loans and Advances			20.	By Other office expenses		
11.3	To Miscellaneous			21.	By Expenditure on Research		
51	To others (specify)			22.	By Consultation expenses		
				23.	By Seminars and conferences		
				24.	By Publications of Authority		
				25.	By Rent and Taxes		
				26.	By Interest on Loans		
				27.	By Promotional Expenses		
				28.	By Membership fee		
				29.	By Subscription		
				30.	By Purchase of Fixed Assets (specify)		
				31.	By Investments and Deposits		
				31.1	By Investments		
				31.2	By Deposits		
				32.	By Security Deposits		
				33.	By Loans and Advances to:		
				33.1	By Employees:		
				33.1.1.	By Bearing Interest		
				33.1.2.	By Not bearing Interest		
				33.2.	By Suppliers/contractors		
				33.3.	By others (specify)		
				34.	By Repayment of loan		
				35.	By Others		
				35.1.	By Leave Salary and Pension		
				35.2.	Contribution		
				35.3.	By Audit Fee		
				35.4.	By Misc:		
				36.	By Balance carried down:		
				36.1	By Bank		
				36.2	By Cash in hand		
	Total				Total		
Member(s) (Signature)				Chairperson (Signature)			

Secretary (Signature)				
Officer In-charge(Finance and Accounts)				

Income and Expenditure Account

For the 1st April _____ to 31st March _____

(In Rupees)

A/c Code	Expenditure	Current Year As on	Previous Year As on	A/c Code	Income	Current Year As on	Previous Year As on
13	To Chairperson and Members			2	By Fee, Charges and Fine		
13.1	To Pay and Allowances			2.1	By Fee		
13.2	To Other benefits			2.2	By Charges		
13.3	To Travelling Expenses			2.3	By Fines		
13.3.1.	To Overseas			2.4	By Others (specify)		
13.3.2	To Domestic			3	By Grants		
14	To Officers			3.1	By Account with Government		
14.1	To Pay and Allowances			3.2	By Others (Specify)		
14.2	To retirement Benefits			4	By Gifts		
14.3	To Other Benefits			5	By Seminars and Conferences		
14.4	To Traveling Expenses			6	By Sale of Publications		
14.4.1	To Overseas			7	By Income on investments and Deposits		
14.4.2	To Domestic			7.1	By Income on Investments		
15	To Staff			7.2	By Income on Deposits		
15.1	To Pay and Allowances			11.2	By Interest on Loan and Advances		
15.2	To Retirement Benefits			12	By Miscellaneous Income		
15.3	To Other Benefits			12.1	By Gain on Sales of Assets		
15.4	To Traveling expenses				By Excess of expenditure over income		

15.4.1	To Overseas				(Transferred to Capital Fund Account)		
15.4.2	To Domestic						
16	To hire of Conveyance						
17	To Wages						
18	To Overtime						
19	To Honorarium						
20	To Other office expenses						
21	To expenditure on Research						
22	To Consultation expenses						
23	To Seminars and conferences						
24	To Publications of Real Estate Regulatory Authority						
25	To Rent and Taxes						
26	To Interest on loans						
27	To Promotional Expenses						
28	To membership fee						
29	To Subscription						
35	To Others						
35.1	To Leave Salary and Pension						
35.2	Contribution						
35.3	To Audit Fee						
35.4	To Misc.						
37	To Depreciation						
48	To Loss on sale of assets						
49	To Bad Debts written off						
50	To Provision for bad & doubtful debts						
	To Excess of income over Expenditure						
	(Transferred to capital Fund Account)						
	Total				Total		
Member(s) (Signature) Secretary (Signature)					Chairperson (Signature)		

Officer In-Charge (Finance and Accounts)				
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Balance Sheet as on 31st (Month)(Year)-----

(In Rupees)

A/c Code	Liabilities	Current Year As on	Previous Year As on	A/c Code	Assets	Current Year As on	Previous Year As on
40	Funds			43	Fixed Assets		
40.1	Capital Fund			43.1	Gross Block at Cost		
	Add Excess of Income over Expenditure/ Less excess of Expenditure over Income				Less Cumulative depreciation		
40.2	Other Funds (Specify)			42.2	Net Block		
41	Reserves			44	Capital Work- in-progress		
8	Loans			31	Investments & Deposits		
8.1	Government			31.1	Investment		
8.2	Others			31.2	Deposits		
42	Current Liabilities and provisions			33	Loans and Advances		
				3.1	Account with Government		
				45	Sundry Debtors		
				36	Cash and Bank Balances		
				46	Other Current Assets		
	Total				Total		
	Accounting						
	Policies and Notes to						
Member(s) (Signature)				Chairperson (Signature)			
Secretary (Signature)							
Officer In-Charge (Finance and Accounts)							